User Guide v1.0.1

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1. MDWPMerchant

MDWPMerchant is a one-stop and seamless e-commerce for your Moodle e-commerce needs. It integrates with Woocommerce so that you can enjoy the benefits of Woocommerce for your e-commerce needs and MDWPMerchant for your storefront Moodle enrolments. MDWPMerchant aims to let you sell Moodle courses in no time with little configuration so that you can do what you do best; sell Moodle courses.

1.1 Installation

1.1.1 Prerequisites

This user guide assumes that the latest versions of Wordpress and Woocommerce have been installed and configured.

1.1.2 Uploading MDWPMerchant into your Wordpress site

Installing MDWPMerchant on your Wordpress site is relatively easy. Simply go to Plugins -> Add New, click on the 'Upload Plugin' button and select MDWPMerchant zip package from your file system.

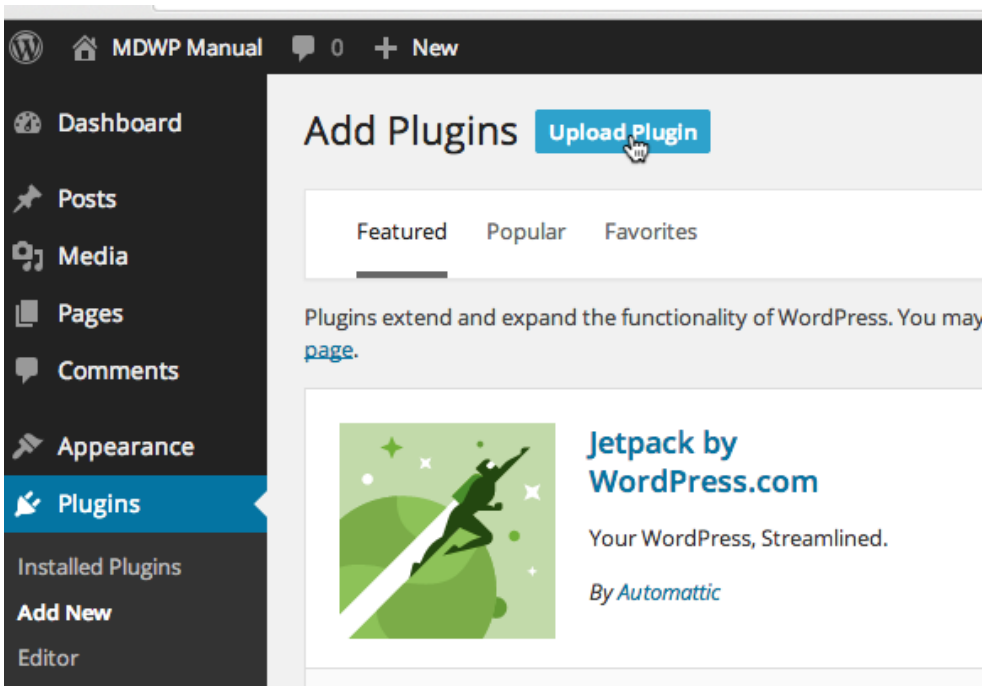

Figure 1 - Uploading a new plugin into Wordpress

1.1.3 Uploading and activating MDWPMerchant

Once you are at the 'Add Plugins' screen, simply select MDWPMerchant zip package, click on the 'Install Now' button and then activate MDWPMerchant. (Note: Delete prior installation of MDWPMerchant before uploading and activating MDWPMerchant from the upload plugin panel as shown in Figure 3).

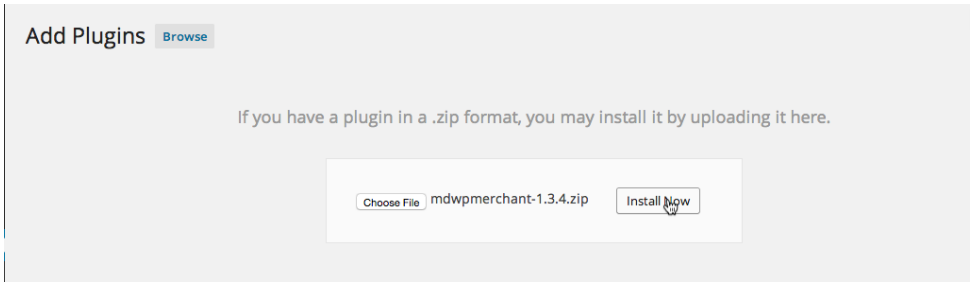
Add Plugins
Browse
If you have a plugin in a .zip format, you may install it by uploading it here.
Choose File
mdwpmerchant-1.3.4.zip
Install Now

Figure 2 - Select MDWPMerchant zip package for upload

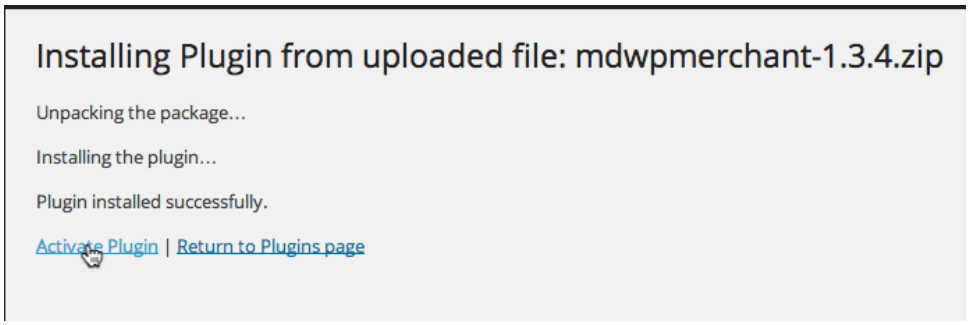
Installing Plugin from uploaded file: mdwpmerchant-1.3.4.zip
Unpacking the package...
Installing the plugin...
Plugin installed successfully.
Activate Plugin | Return to Plugins page

Figure 3 - Activate MDWPMerchant plugin

1.2 Configuration

1.2.1 Saving your license key pair

Save your license key pair given in the confirmation email by clicking on MDWPMerchant -> Settings -> General.

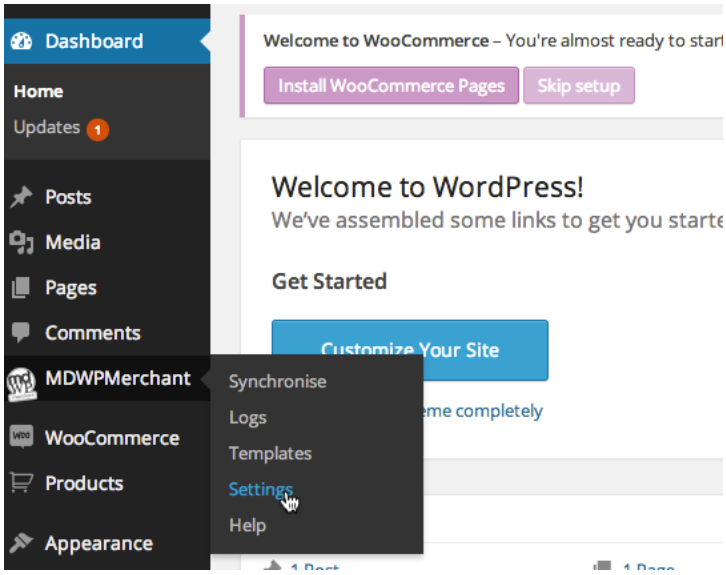

Figure 4 - MDWPMerchant Settings

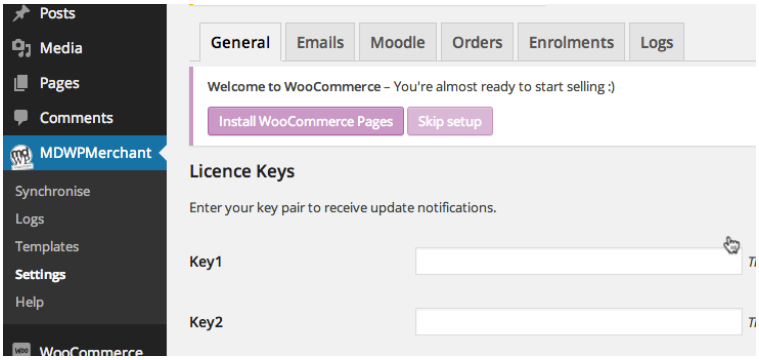

Figure 5 - MDWPMerchant Licence Key Pair

1.2.2 Saving your Moodle host and web service token

You can find a step-by-step guide in creating a Moodle web service token in MDWPMerchant documentation (***http://mdwpmerchant.com.au/documentation/***). Next, copy the token and save it in MDWPMerchant by navigating to MDWPMerchant -> Settings -> Moodle.

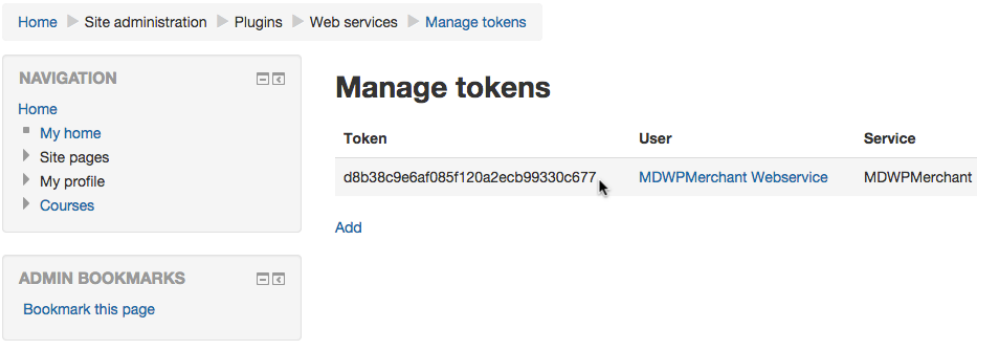

Figure 6 - Moodle Web Service Token

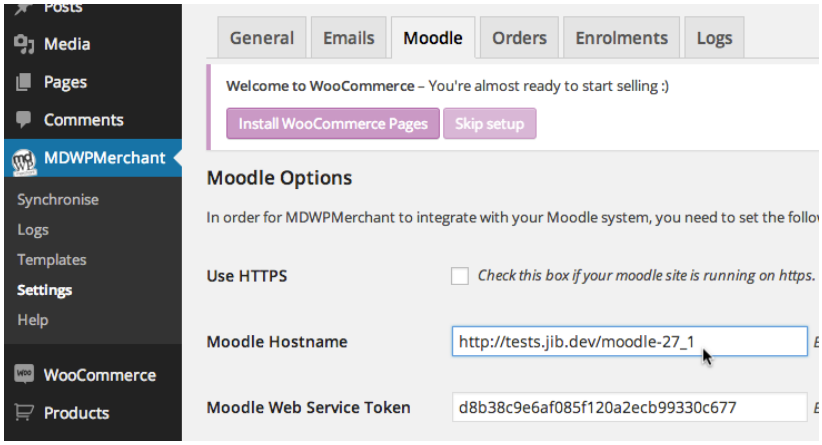

Figure 7 - Saving Moodle web service token in Settings

1.2.3 Synchronising with Moodle

(NOTE: If your Woocommerce store has products somewhat linked up to your Moodle courses and you wish to retain your existing products and categories, please skip this section and jump to section 1.2.4 on more details on how to link a Woocommerce product manually to a Moodle course.)

In Moodle, courses are organised in hierarchies of categories which are then imported by MDWPMerchant into Woocommerce as categories and products in the same hierarchy structure.

MDWPMerchant synchronisation ensures that new categories and courses are imported in Woocommerce and those existing ones are updated if required.

Synchronising requires the Moodle web service token to be saved and the necessary permissions to be defined in Moodle. Please refer to section 1.2.2 for more details on setting up the Moodle web service token and MDWPMerchant documentation (***http://mdwpmerchant.com.au/documentation/***) on setting up the Moodle for MDWPMerchant.

To synchronize, go to MDWPMerchant -> Synchronize.

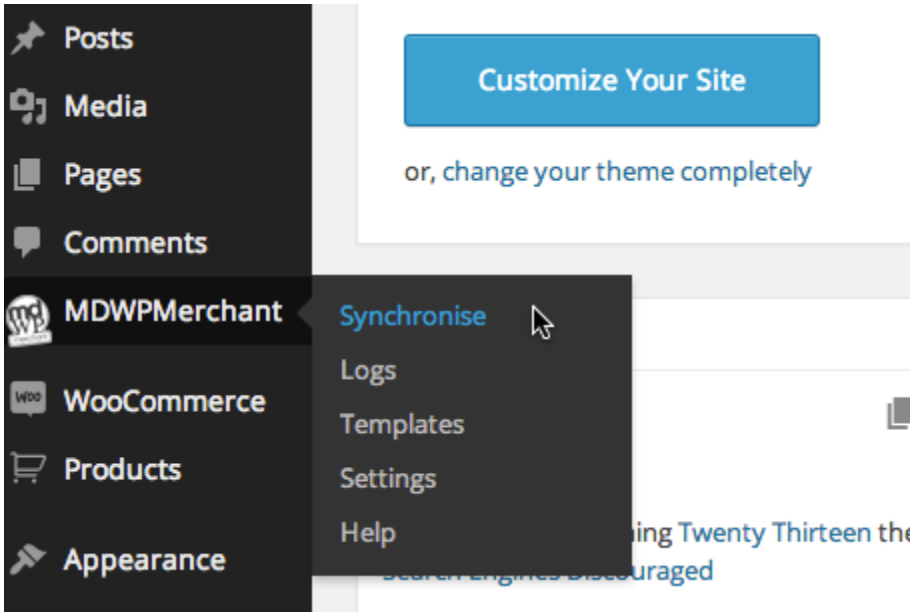

Figure 8 - Synchronise menu option

Click on the 'Start Synchronising' button to start synchronizing Moodle categories and courses over to Woocommerce.

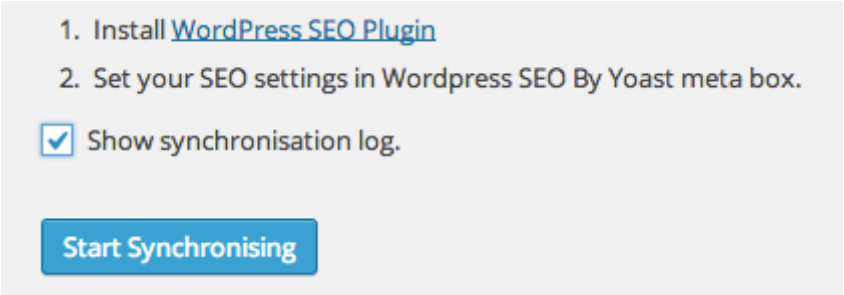
1. Install WordPress SEO Plugin
2. Set your SEO settings in Wordpress SEO By Yoast meta box.
Show synchronisation log.
Start Synchronising

Figure 9 - Invoking the synchronizing

1.2.4 Manual linking of woocommerce products to Moodle courses

MDWPMerchant allows you to link your existing Woocommerce products to Moodle courses. You would probably use manual linking if you just want to link up an existing Woocommerce product to a Moodle course.

Before you can do the manual linking, you must first know the Moodle's course ID you are linking to. The course ID is easily recognisable from the course's URL in Moodle.

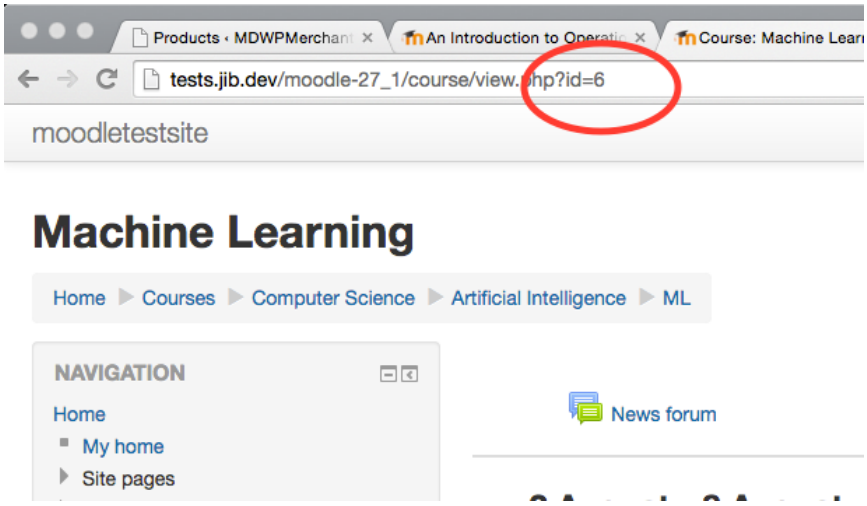

Figure 10 - Moodle's course ID in URL

Create a new product in Woocommerce and click on the MDWPMerchant tab on the left panel of the Product Data metabox. Input the course ID into the textfield with label 'Linked Moodle Course ID'. Click the Update or Publish button to save the change.

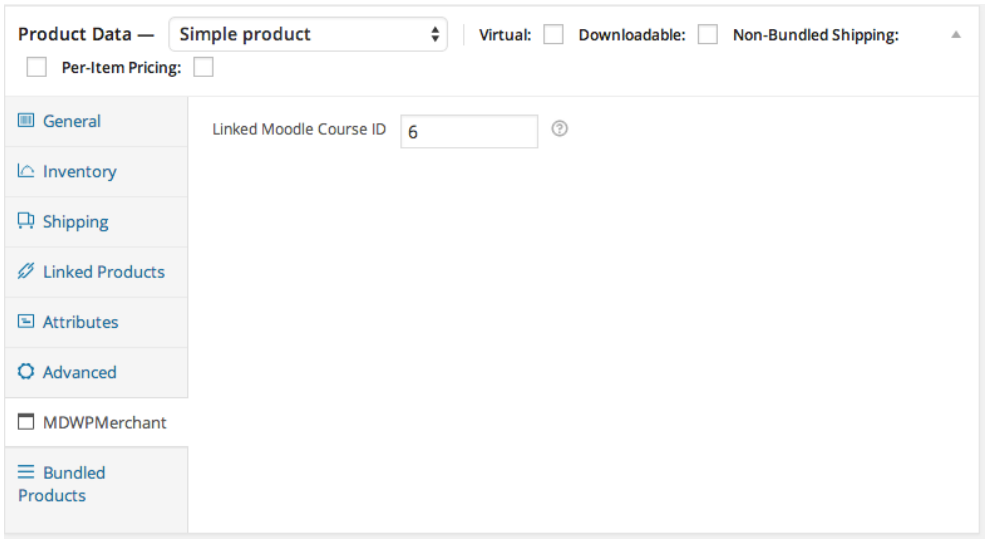

Figure 11 - MDWPMerchant configuration tab

You can only link up one Moodle course to one Woocommerce. The latest link up of a Moodle course removes the previous link up.

WARNING: It is not advisable to synchronise after linking up your Moodle courses. The synchronise engine overwrites the products' title and content with their corresponding Moodle courses' full names and summaries if the IDs match up.

1.2.5 Enrolment Confirmation Email Notification

The enrolment confirmation email is sent out after a payment is successful and the customer is enrolled into the purchased Moodle course. The following shortcodes are applicable for the enrolment activated email type:

Shortcode	Description
[mdwp_user_firstname]	Order's billing first name
[mdwp_user_lastname]	Order's billing last name
[mdwp_user_courses_block]	A block of purchased courses. Each line of course is represented by [mdwp_course_line].
[mdwp_course_line]	A line of course information.
[mdwp_user_coursename]	A course' name.
[mdwp_user_credentials_block]	A block containing a new Moodle's user credentials.
[mdwp_user_username]	A new Moodle user's username.
[mdwp_user_password]	A new Moodle user's password.

To create an enrolment activated email template, go to MDWPMerchant -> Templates. Click on the 'Add New Template' button to open the template editor page. Place your cursor in the rich editor box, select on HTML tab and type in the following text:

```
<p>Dear [mdwp_user_firstname] [mdwp_user_lastname],</p>

<p>Thank you for your purchases. You are now enrolled in these courses:</p>
<ul>
 [mdwp_user_courses_block]
<li>[mdwp_course_line] [mdwp_user_coursename] [/mdwp_course_line]</li>
[/mdwp_user_courses_block]
</ul>
</p>

<p>
[mdwp_user_credentials_block]
Please login using these credentials:
Username: [mdwp_user_username]<br />
Password: [mdwp_user_password]<br />
[/mdwp_user_credentials_block]
</p>

Regards,
Course Administrator
```

Once you are done, enter a name for your template and click on the Publish button to save the template.

Next, go to MDWPMerchant -> Settings -> Emails. Click on 'Enrolment Confirmation' link to set the 'Enrolment Confirmation' notification settings.

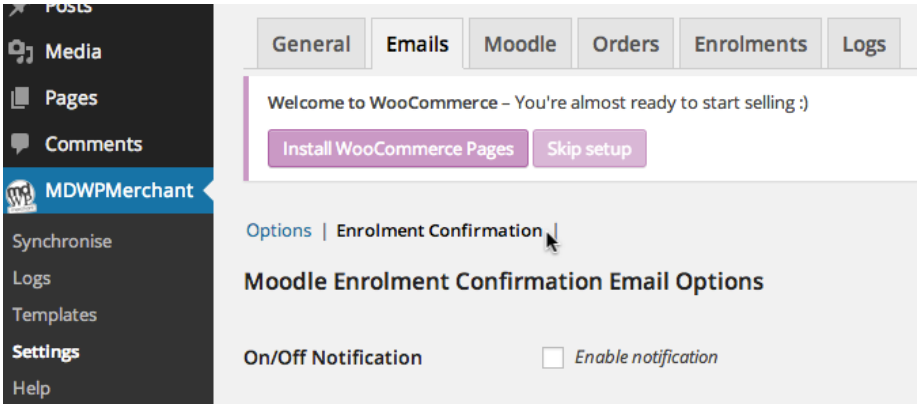

Figure 12 - Enrolment notification settings page

There are several options you may set with regards to this enrolment confirmation email notification.

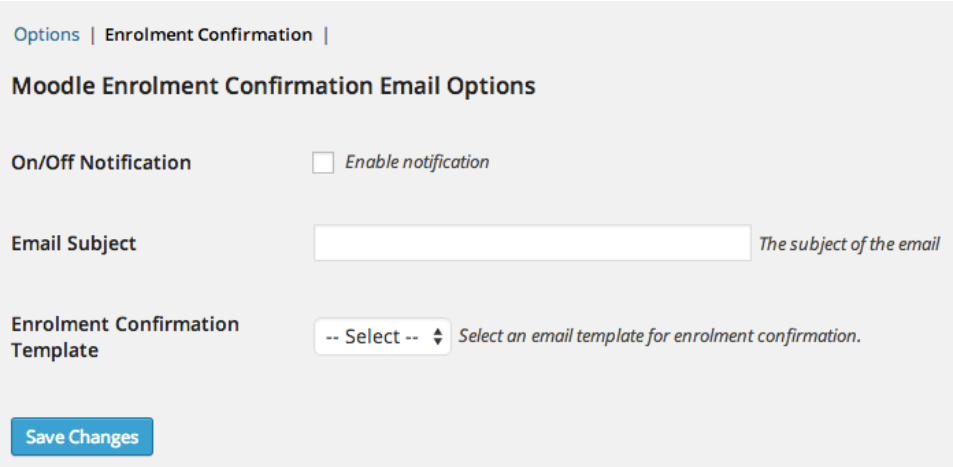

Figure 13- Enrolment confirmation settings

- On/Off Notification – This check option enables/disables the notification when an enrolment is confirmed.
- Email Subject – The subject of the email sent to the new Moodle enrollee.
- Enrolment Confirmation Template – The email template to use. In this case, you would choose an email template you created in the earlier part of this section.

1.2.6 Autocompletion of orders

Orders can be set to be 'completed' automatically after payment is successful and the customer lands on the 'thank you' page.

To set woocommerce orders to be completed automatically, go to MDWPMerchant -> Settings -> Orders.

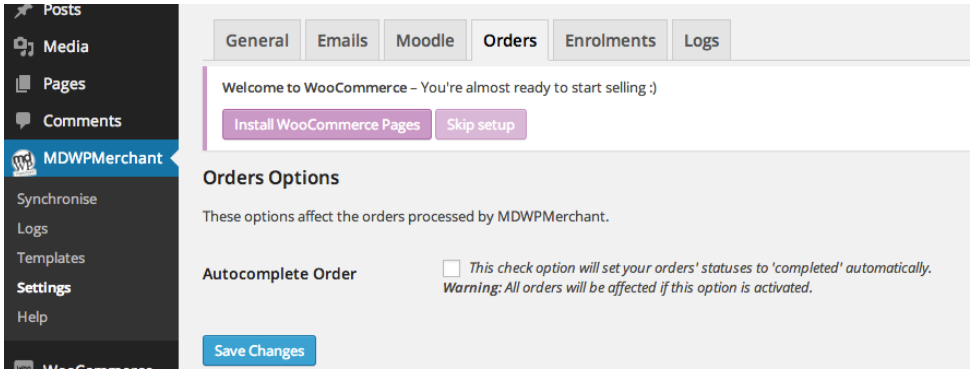

Figure 14 - Autocomplete orders options page

Check on the 'Autocomplete Order' checkbox to enable the autocompletion of orders.

WARNING: This setting applies to **ALL** woocommerce orders.

1.3 How does it work?

1.3.1 Enrolment

MDWPMerchant's enrolment process is triggered by an order changing its status from 'Pending' to 'Completed'. The process will first attempt to register the customer's details into Moodle if the customer's details are not found in Moodle. Otherwise, a Moodle user that matches up with the order's billing email address is used in the enrolment process. Next, MDWPMerchant enrolls the Moodle user into the course and then sends the 'Enrolment Confirmation' email to the user.

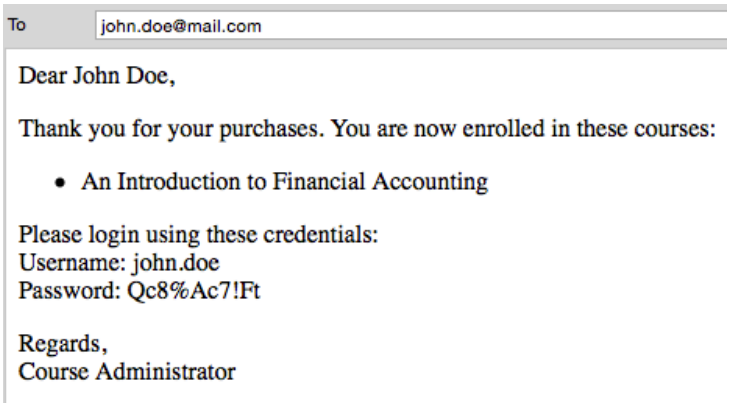

Figure 15 - Sample Moodle enrolment confirmation email

1.3.2 Logging into Moodle site

The customer may then log into the Moodle site using the credentials provided in the enrolment confirmation email.

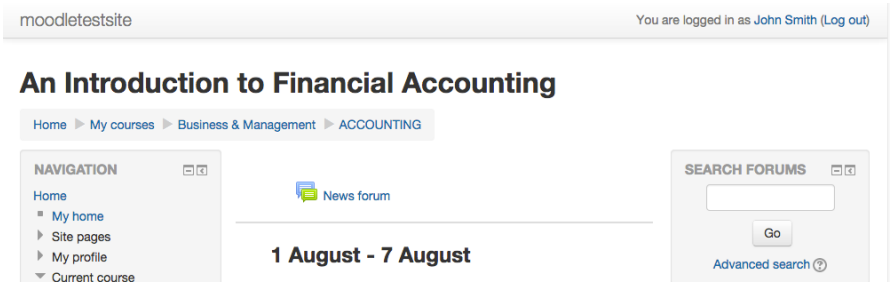

Figure 16 - Access to course page

2. MDWPMerchant-Woocommerce Subscriptions Integration

MDWPMerchant-Woocommerce subscriptions integration gives you the ease of providing an option to your customers to pay for a course in recurring installment payments rather than a lump sum upfront. In addition, Woocommerce-subscriptions lets you decide the duration and frequency of recurring payments and limits the enrolment duration to a course. For example, you may set a course to be only available for three months and enrolment to the course is continued for each successful recurring payment.

2.1 Installation

2.1.1 Prerequisite

This user guide assumes Woocommerce, Woocommerce-subscriptions and MDWPMerchant have been installed and configured. Please refer to Section 1.1 for MDWPMerchant installation instructions. MDWPMerchant-Woocommerce Subscriptions is enabled when Woocommerce-subscriptions is activated.

2.2 Automatic recurring payment

A new Woocommerce-subscriptions order creates a new Paypal subscription. Each successful recurring payment in Paypal is then notified to Woocommerce through IPN messages. Depending on the transaction type and status defined in the IPN messsage, MDWPMerchant does Moodle enrolment activation, suspension or reactivation. The table below describes the expected behavior of MDWPMerchant when Woocommerce receives an IPN message.

Paypal IPN txn_type	MDWPMerchant
subscr_signup	1. Creates new Moodle user if customer's billing email is not registered as an existing user. 2. Enrols customer into Moodle course. 3. Receives an email containing the course enrolled with user's credentials to log in if customer is a new Moodle user.
subscr_payment **payment_status=completed**	1. MDWPMerchant reactivates a suspended enrolment. 2. Customer receives an email informing him/her that the enrolment in course has been reactivated due to successful payment.
subscr_payment **payment_status=failed**	1. MDWPMerchant suspends the enrolment. 2. Customer receives an email informing him/her that the enrolment in course has been suspended due to non-payment.
subscr_cancel	1. MDWPMerchant suspends the enrolment.

	2. Customer receives an email informing him/her that the subscription has been cancelled or ended.

2.3 Customised notification emails

2.3.1 Enrolment Suspended

The enrolment suspended email is sent out when Woocommerce-subscriptions receives a Paypal IPN message subscr_payment with its status set to failed. MDWPMerchant suspends the enrolment of the customer (REVISED). The following shortcodes are applicable for the enrolment suspended email type:

Shortcode	Description
[mdwp_user_firstname]	Order's billing first name
[mdwp_user_lastname]	Order's billing last name
[mdwp_user_coursename]	A course' name.

```
<p>Dear [mdwp_user_firstname] [mdwp_user_lastname],</p>

<p>Your enrolment in [mdwp_user_coursename] has been suspended due to non-payment.</p>

Regards,
Course Administrator
```

2.3.2 Enrolment Reactivated

An enrolment is reactivated when a subscription put on hold is reactivated after receiving a successful recurring payment. The reactivation process sends an enrolment reactivated email. The following shortcodes are applicable for the enrolment reactivated email type:

Shortcode	Description
[mdwp_user_firstname]	Order's billing first name
[mdwp_user_lastname]	Order's billing last name
[mdwp_user_coursename]	A course' name.

```
<p>Dear [mdwp_user_firstname] [mdwp_user_lastname],</p>

<p>Your enrolment has been reactivated. You may now login to access
[mdwp_user_coursename].</p>

Regards,
Course Administrator
```

2.3.3 Enrolment Cancelled

An enrolment is suspended when a subscription is cancelled. The cancellation process sends an enrolment-cancelled email. The following shortcodes are applicable for the enrolment cancellation email type:

Shortcode	Description
[mdwp_user_firstname]	Order's billing first name
[mdwp_user_lastname]	Order's billing last name
[mdwp_user_coursename]	A course' name.

```
<p>Dear [mdwp_user_firstname] [mdwp_user_lastname],</p>

<p>Your enrolment in course [mdwp_user_coursename] has ended.</p>

Regards,
Course Administrator
```

2.4 How does it work?

Suppose you want to provide your customers a monthly 3-months recurring payment option for a course purchase. Furthermore, you want your customers to be notified if their enrolments have been suspended due to a failed recurring payment. Also, they should be notified of the lifting of the enrolment suspension when they resolve the failed payment. This section shows you a how you can set that up easily with MDWPMerchant-Woocommerce subscriptions extension.

2.4.1 Add a subscriptions payment to a Moodle course product

Edit on any synchronized Woocommerce product and select the dropdown to the right of the Product Data label. Select the option 'Simple Subscription'.

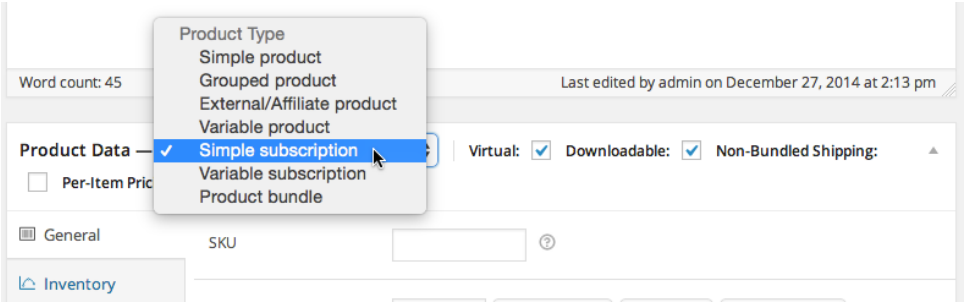

Figure 17 - Selecting simple subscription option

Next, define the recurring amount, frequency and duration of the subscription payments.

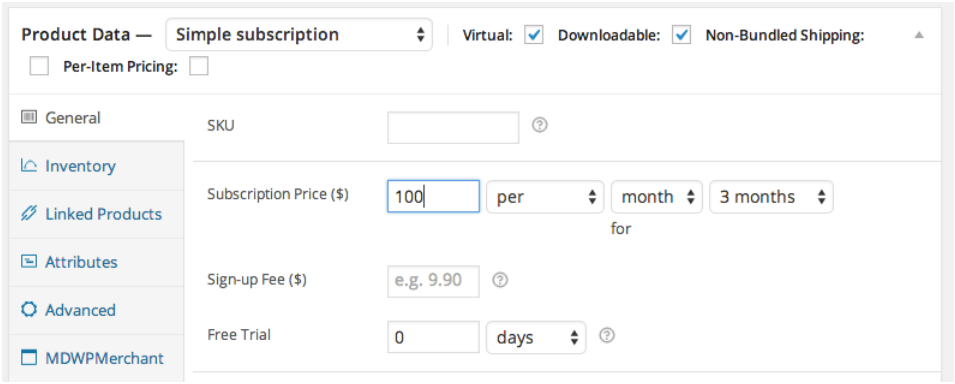

Figure 18 - Subscription payment parameters

Once you are done, click on the 'Update' button to save your changes.

Your product on your store should immediately reflect the subscription payment settings. Navigate to your 'Shop' page to verify.

Figure 19 – Moodle course product with subscription payment option

2.4.2 Purchasing a Moodle course with subscription payment

The customer is now able to make a purchase with recurring payment option.

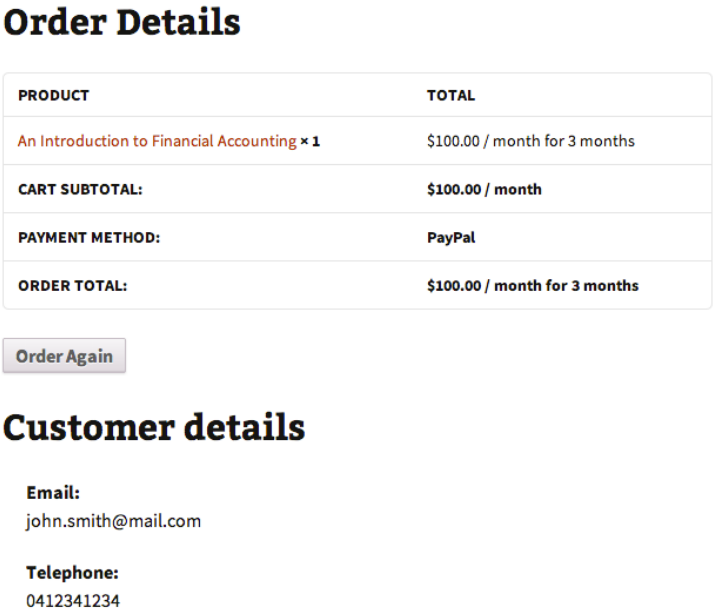

Figure 20 - Subscription payment order details

2.4.3 Enrolment confirmation

The customer receives an enrolment confirmation email containing the course purchased and the user credentials to access the Moodle site.

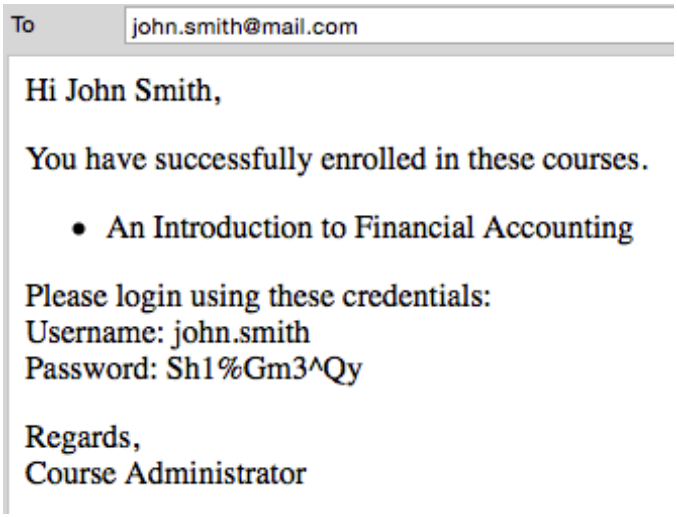

Figure 21 - Enroment confirmation email

After receiving the enrolment confirmation email, the customer is able to log into Moodle and access the purchased course.

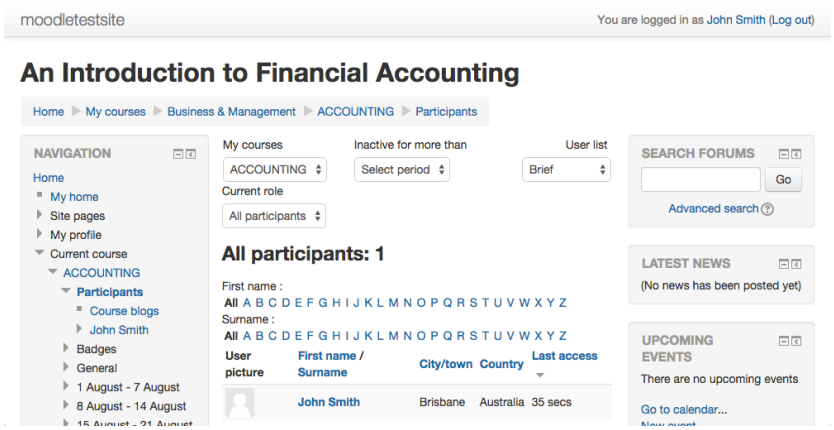

Figure 22 - Customer signed into Moodle after purchase

2.4.4 Validate enrolment duration

Validate the enrolment duration by logging into Moodle as your Moodle administrator account. Drill into the course's participants list and validate the duration shown on the enrolment matches with the 3-months duration set on the Moodle course product.

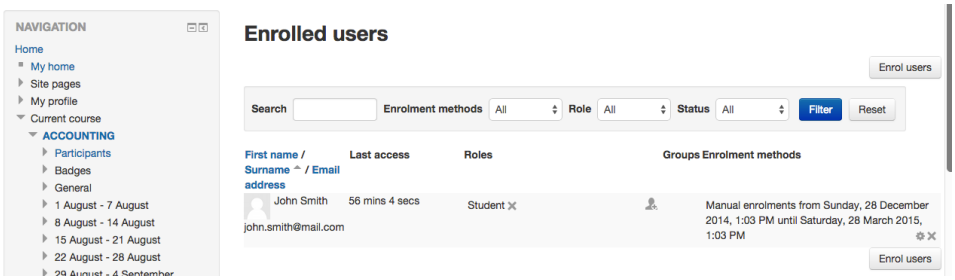

Figure 23- Validating enrolment duration

2.4.5 Enrolment suspension due to failed payment

When a recurring payment fails, an enrolment suspended email will be sent to the customer to notify of the enrolment suspension. The customer will no longer be able to access the course page in Moodle until the next successful payment.

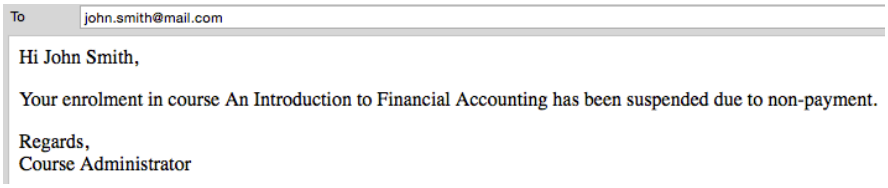

Figure 24 - Enrolment suspension email

The Moodle enrolment' status is set to 'suspended'.

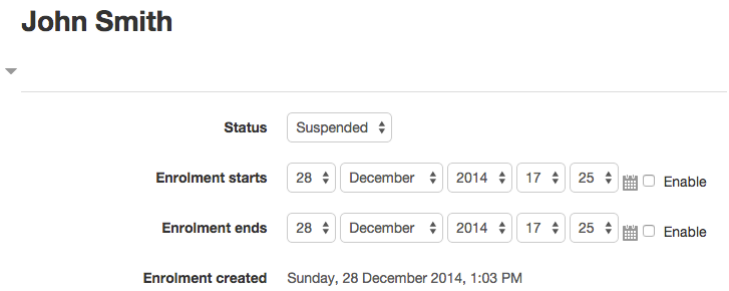

Figure 25 - Moodle enrolment suspended

2.4.6 Enrolment reactivation due to successful payment

The customer had a failed recurring payment and then decides to settle the payment. The customer logs into Woocommerce and makes a successful recurring payment. The customer will receive an enrolment reactivation email notifying of the reactivation of enrolment.

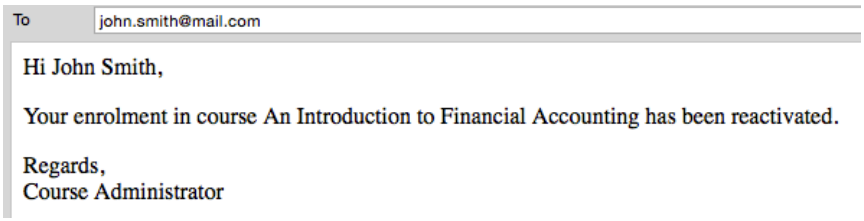

Figure 26 - Enrolment reactivated email

2.4.7 Enrolment suspended due to expiry of subscription

Once a subscription has expired, an enrolment cancellation email will be sent to the customer notifying of the suspension of Moodle enrolment and the cancellation of the subscription. The customer can no longer access the course page.

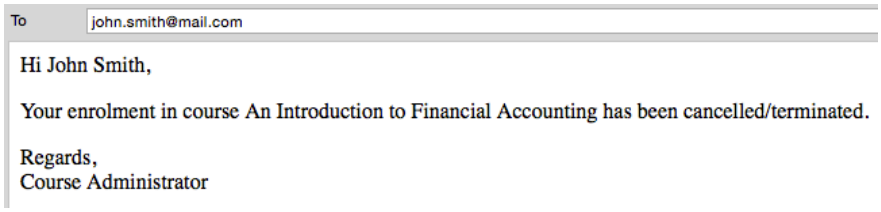

Figure 27 - Enrolment cancellation email.

2.5 Paypal IPN simulator

NOTE: Using this tool on actual orders is not recommended. Use test orders instead.

This simple tool included in MDWPMerchant-Woocommerce subscriptions extension allows you to test and understand the behavior of Woocommerce-susbcriptions with regards to Moodle enrolments, when processing Paypal IPN messages. It is somewhat replicating the original Paypal IPN simulator ***https://developer.paypal.com/webapps/developer/applications/ipn_simulator*** only that the simulated Paypal IPN message is sent immediately to woocommerce-subscriptions without channeling it to Woocommerce Paypal IPN's endpoint.

The tool is on the right column in the meta-box of a Woocommerce-subscriptions order editor screen.

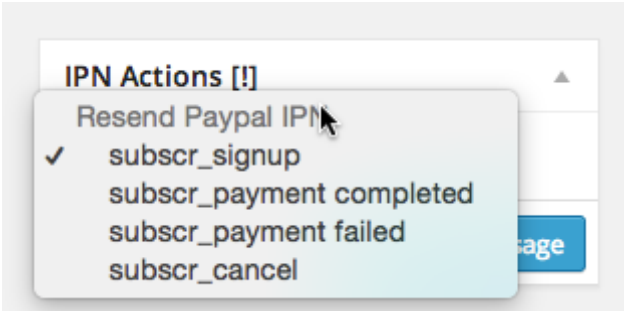

Figure 28 - IPN message types

Simply select a message type and click on the 'Send Message' button to send a Paypal IPN message to the order.

For more details on the message types, please refer to ***https://www.paypal.com/sg/cgi-bin/webscr?cmd=p/acc/ipn-subscriptions-outside.***